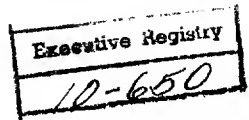


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DD/S

58-0185



MEMORANDUM FOR: Deputy Director (Support)

SUBJECT : Funds for Interim Assignment Section,
Office of Personnel

1. This memorandum contains a recommendation submitted for DD/S approval. The recommendation is contained in paragraph 5.

2. Based upon our understanding that the assigned personnel ceilings would result in a reduced level of fund requirements for the Interim Assignment Section, \$588,805 for this activity was included in the operating budget for FY 1958. For the past several months it has been apparent that IAS costs were not being cut back to this budgeted amount and these costs have now exceeded the amount budgeted for the entire year. At the same time all other Office of Personnel obligations continue to run very close to the amount budgeted and by 30 November 1957 the Office of Personnel had obligated 52% of their FY 1958 budget. In response to an informal request from the Budget Division the attached request for an increase in allocation was received.

3. The following tabular account of the numbers assigned to this section during the past seventeen months illustrates the higher level resulting from the recruitment concentration in June:

	<u>FY 1957</u>	<u>FY 1958</u>	
July		25X	
August			
September			
October			
November			
December			
January			
February			
March			
April			
May			
June			

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4. Another portion of the increased IAS costs is attributed by the Office of Personnel to delays in effecting payroll reassignments and a wide variation between the on-duty figures reported by Personnel and the actual numbers of checks issued for the IAS each pay period confirms this. It is believed, however, that this results, not from handling in the Payroll Branch, but from delays which occur in the processing of a reassignment action by the receiving component. The Budget Division will review this process with the Office of Personnel and attempt to reduce the delay in effecting reassignments to a minimum.

5. Operation within present allocations would be possible only if the IAS is virtually dissolved for the balance of FY 1958. Since this is an Agency-wide function, its continuance can be provided for by transferring funds from the Director's reserve. It is recommended that the Office of Personnel allocation for Fiscal Year 1958 be increased by \$464,675 and the Director's reserve be decreased by the same amount.

[Redacted Signature]

E. R. SAUNDERS
Comptroller

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Attachment

APPROVED:

25X1A9a

[Redacted Signature]

Deputy Director (Support)

Date

BD/COMP/JLB/SWR/lkw (10 Jan 58)

Distribution:

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Pursuant to the Director's request 50% of the amount requested may be taken from the Director's reserve - the remainder must be found from savings from other activities.

[Redacted Signature]

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